



Minutes NV COMMUNICATIONS STEERING COMMITTEE

DATE	August 5, 2003
TIME	1:00 pm – 3:00 pm
LOCATION	2525 South Carson Street – Carson City 555 East Washington Street – Las Vegas
RECORDER	Maggie Thorne

ATTENDANCE

Carson City Members	Present	Las Vegas Members	Present
Terry Savage, Chair, Dept of Information Technology	✓	Bill Donahoe, US Dept of Energy	✓
Robert Chisel, Dept of Transportation	✓	Dennis Cobb sitting in for Ray Flynn, LV Metro Police Dept	✓
Neil Harris, Elko County Sheriff's Office	✓	Bob Lossle, FBI	
Cherrill Cristmas, NV Health Division	✓	James Spinello, Clark County	✓
Freeman Johnson, Dept of Conservation & Natural Resources	✓	Jack Staley, LV Valley Water District	
Dave Hosmer Dept of Public Safety	✓		
Dan Newell, City of Yerington	✓		
Ralph Jaeck, City of Reno	✓		
Chris Lake sitting in for Bill Welch, NV Hospital Association	✓		

Staff

Name	Present	Name	Present
Mark Blomstrom, Dept of Information Technology	✓	Shane Chesney, Attorney General's Office	
Maggie Thorne, Dept of Information Technology	✓	Dave McTeer Dept of Administration	
Jim Wilson, Clark County/SNACC	✓		

I. CALL TO ORDER

Terry Savage call the meeting to order at 1 AM. The meeting was televised between Carson City and Las Vegas. Terry mentioned that due to the open meeting law, the tapes of the meetings will be maintained.

II ROLL CALL/MINUTES

The roll call was conducted by Maggie Thorne. Present: 11 members, 1 alternates.
Absent: 2

The minutes from the June and July meetings were reviewed. A motion was made by Robert Chisel and seconded by Freeman Johnson to approve these minutes as printed. Motion carried.

A motion was made by Dave Hosmer and seconded by Freeman Johnson that all future meetings would begin at 1:15 pm.. Motion carried.

III. GRANTS UPDATE

Mark Blomstrom mentioned that Tim Ritter from the Dept of Justice/Treasurer has sent a CD of the complete engineering plans, layout and description of the Feds wireless system. Copies were distributed to the Technical Subcommittee and Mark mentioned that anyone wishing a copy should contact him or Maggie Thorne directly.

Mark also mentioned that in talking with Lou Amell (City of LV Fire) and Dave Edwards (Clark City IT) two grants have been rewarded to these organizations. Both Dave Edwards and Lou Amell discussed the scope of each grant to the group in detail.

Terry mentioned that one issue that has surfaced that has not been fully resolved is that of who should review communication grants. Under the Homeland Security Committee there is a Grants Subcommittee and under NCSC there is the Technical Subcommittee. What we need to do is to come up with a methodology for getting the input from the Technical subcommittee to the Grants Subcommittee without delaying the process in order to assist the Grants Subcommittee in their decision process. Terry asked for some ideas or recommendations. Freeman Johnson mentioned he is a member of the Grants Subcommittee and said it would be useful for this group to have some technical input to address interconnectivity, interoperability and feasibility issues. Robert Chisel mentioned that for anything to work it would have to be a process of the NCSC to make those decisions, not individuals which may have a bias. A "Technical Deadline" would need to be established with the Grants Subcommittee. Terry said that he and Mark would put together a draft process and bring to the next NCSC meeting for consideration. James Spinello asked if Terry could send the draft process to the members before the next meeting and Terry said he would try. James also asked that a list of members on the Grants Subcommittee be distributed to NCSC and Technical Subcommittee members. Maggie Thorne would handle distributing that information. Freeman Johnson said it would be appropriate for Terry to get in touch with either Dick Mirgon or Richard Brenner who are the Chairs of that Committee to give them a heads up on what this Committee had discussed today. Terry agreed to do so.

IV. COMMUNICATION INTEROPERABILITY PLAN

Terry distributed a two-page hand out on the Communications Interoperability Plan that was mandated by AB441. The document provided a project timeline for the preparation of such a Plan to be completed by July 2004 in time for budget considerations. It was agreed that a process for voting as a group in making decisions for the Plan must be developed prior to discussing the Plan.

It was mentioned that perhaps the group should look at the **Frank Thatcher Study** (interoperability portion only) a starting point in preparing the plan.

Mark will pull together the history that is available, including the Thatcher Study, and send it to NCSC and the Technical Subcommittee.

Terry requested that the members exchange (email) thoughts on the voting process (ie should it be majority, 2/3 thirds, or elaborate combination) and it will be an agenda item for the next meeting. Dennis Cobb was suggested to have members vote twice –one vote proportionally and then one vote per agency. Terry asked that he put this recommendation in writing and e-mail it to him.

III. DISCUSSION OF VENDOR PRESENTATIONS

Terry asked for thoughts on vendor presentations. It was agreed and made policy that the Technical Subcommittee should review vendors and make recommendations to NCSC when deemed appropriate.

IV. TECHNICAL SUBCOMMITTEE STATUS REPORT

Jim Wilson indicated that the Committee did not meet last month. He did mention that he would be attending the Communications Conference in Indianapolis and would bring information back with him to present to the Tech Subcommittee. Jim also mentioned he sent Mark an article on Project25. Anyone interested in receiving this information should contact Jim Wilson. The magazine website for the article is www.iwce-mrt.com. Jim also indicated he would continue to filter information on interoperability to NCSC.

Jim further made the recommendation that the Subcommittee create a roadmap of microwave currently in place and microwave looking to go in place through grants, to include fiber (i.e., transport layer, connectivity), so that we don't duplicate tax payer money on future expansion of microwave. Terry agreed that would be great.

VI. MEMBER UPDATES AND COORDINATION

Sheriff Neil Harris distributed a report on Elko County's Radio System and reviewed the document with the group. Copies of this report is available through Maggie Thorne at the Department of Information Technology

VII. LEGISLATIVE UPDATE

None.

VIII. PUBLIC COMMENT

None.

X. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 2:30 pm

Future Meeting: September 2, 2003 – 1:15 m

Carson City: Division of Emergency Management, 2525 S. Carson Street

Vegas: Governor's Conference Room, 555 E. Washington Street

Minutes are posted on the website at: <http://doit.nv.gov/ncsc.htm>

Questions Call: 775-684-5859 or email maggiet@doit.state.nv.us

Draft minutes submitted by Maggie Thorne, 8/6/03

APPROVED: _____ DATE: _____